

CITY OF SAN DIEGO
ADMINISTRATIVE REGULATION

SUBJECT SAFETY PROGRAM POLICY	Number 75.11	Issue 2	Page 1 of 2
	Effective Date March 17, 1986		

1. PURPOSE

- 1.1 The purpose of the Safety Program for the City of San Diego is to reduce as far as possible or eliminate accidents and injuries so each employee may work in a safe environment.

2. POLICY

- 2.1 City Management is seriously concerned with the safety and well being of its employees. It is this factor that motivates management to promote an effective safety program.
- 2.2 City Management believes in the dignity and importance of the individual employees and in their right to derive personal satisfaction from their employment free from injury and illness.
- 2.3 City Management accepts its responsibility in the promotion of safety and the prevention of accidents.
- 2.4 City Management requires all levels of supervision to share in the responsibility for the safety of employees by:
- (a) informing employees about the general and specific hazards associated with their jobs;
 - (b) periodically inspecting the tools, equipment, and work areas of their employees;
 - (c) taking steps to eliminate unsafe conditions as they exist or occur in the work environment;
 - (d) correcting unsafe work practices through education, training or enforcement; and
 - (e) constantly stressing and promoting safety with employees.

(Supersedes Administrative Regulation 75.11, Issue 1, dated April 6, 1971)

Authorized

(Signed by Sylvester Murray)

CITY MANAGER

CITY OF SAN DIEGO
ADMINISTRATIVE REGULATION

SUBJECT SAFETY PROGRAM POLICY	Number 75.11	Issue 2	Page 2 of 2
	Effective Date March 17, 1986		

- 2.5 All employees must share in and accept the responsibility for their own safety by:
- (a) reporting unsafe conditions to their supervisor;
 - (b) using safe work practices including wearing the appropriate personal protective equipment for the job; and
 - (c) developing and maintaining an attitude that make safety a part of their job.
- 2.6 City employees should not fail to perform the duties prescribed by law or by the rules and regulations of their department. Good judgment, ingenuity and training should indicate the type of action needed and used when hazardous situation is encountered.
- 2.7 Jobs should be sufficiently planned so that each employee follows every precaution and safety rule to protect themselves and their fellow workers.
- 2.8 The immediate supervisor is the “KEY” person in the safety program. He/she is responsible for enforcing any safety rules promulgated by their department/division as well as federal, State or local laws.

APPENDIX

Legal References

- (1) California Occupational Safety & Health Act (Title 8 Section 3202)
- (2) Administrative Regulation 75.20, Safety Inspections
- (2) Administrative Regulation 80.30, Emergency Procedure and Accident Reporting

Subject Index

Accident, Hazards, Inspections, Reporting, Rules, Safety